

School Emergency Drills Documentation Form

Type of Drill At least 1 of these drills must be held during lunch or recess period, or when large number of students is NOT in the classroom

- ☒ **Fire Drill (5 required)**
3 drills before Dec 1
2 drills during remaining part of the school year
Reasonable space between each drill
- ☐ **Tornado Drill (2 required)**
1 drill must be during March
- ☐ **Lock Down/Shelter in Place Drill (3 required) 1**
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- ☐ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: Divine Providence Academy at St. Joseph

Date of Drill: 10/13/20 Time drill was held: 8:53 (pm/am)

Exact time required to evacuate/shelter/secure: 1:48

Total Participants: 45

Remarks: Kids did a great job!

This report is for DPA emergency drill # 2 for school year 2020/2021

Name of person conducting drill: Ashley Dietrich

Title of person conducting drill: Admin. Assistant

Signature of person conducting drill: _____

Drill Was Coordinated With:

☒ Emergency Management Coordinator
Name & Title Kate Beuschel - Principle

AND

☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

☐ Fire (fire chief or designee)
Name & Title _____